

MINUTES  
Planning and Zoning Commission & Architectural Board of Review  
City of Willoughby Hills, Ohio

June 15, 2017

CALL TO ORDER      7:02 P.M

PRESENT:              Chairman Christopher Smith, Vice Chairman John Lillich, Mayor Robert Weger and Michael Kline

ABSENT:              Councilman Christopher Hallum, Jonathan Irvine and Michael Tyler

ALSO PRESENT:      City Engineer Pietro DiFranco, BZA Rep John Klements  
and Clerk Katherine Lloyd

MOTION:      John Lillich moved to excuse the absence of Councilman Hallum, Jonathan Irvine and Michael Tyler from this evening's proceedings.  
Seconded by Mayor Weger  
Voice Vote: Unanimous  
Motion Passes: 4/0

**Correspondence:**

- Email dated 6/6/17 from City Engineer DiFranco RE: Zoning Review- Garage at 3000 Sherbrooke Valley.
- Email dated 6/6/17 from City Engineer DiFranco RE: 2901 Camelot Court.
- Email dated 6/9/17 from City Engineer DiFranco RE: Lot Split & Consolidation at 25859 Chardon Rd -PPN: 31A-11A-2-33 & PPN: 31A-11A-2-32

**Disposition of Minutes**

**Meeting of June 1, 2017**

MOTION:      John Lillich moved to accept minutes of June 15, 2017 as presented.  
Seconded by Mayor Weger  
Voice Vote: Unanimous  
Motion Passes. 4/0

**ARCHITECTURAL BOARD OF REVIEW**

**Public Portion opened at 7:03 P.M.**

No Comments

**Public Portion closed at 7:03 P.M.**

1.) Mark & Lee Tobin

Agent/Contractor: Randy Sudnick Homes, Inc.

**3000 Sherbrooke Valley Ct. – Detached 26 x 24 Garage – PPN: 31-A-001-C-00-013-0**

Plans received in Building Department 5/31/17

Plans reviewed by Building Department 6/6/17

Present: Lee Tobin

Owner/Representative Comments:

- The 2-car detached garage will match the house as best as possible. It will have white vinyl siding, white trim and black shutters around the windows. Shingles will match the house.
- Pictures of the house shown.

City Engineer's Comments (DiFranco):

No Comments

Board Comments

(Lillich) The photographs help us see that the trim on the existing house matches the trim on the garage. The door will have raised panel. It looks great.

MOTION: Mayor Weger moved approve the Detached 26 x 24 Garage at 3000 Sherbrooke Valley Ct.  
Seconded by John Lillich  
Voice Vote: Ayes Unanimous.  
**Motion Passes: 4/0**

2.) Mike & Mary Ann Bryant

Agent/Contractor: Borowske Builders

**2901 Camelot Ct. – 12' x 17'3" Addition - PPN: 31-A-008-J-00-012-0**

Plans received in Building Department 6/5/17

Plans reviewed by Building Department 6/6/17

Present: Joe Bork (Borowske Builders)

Owner/Representative Comments:

- The addition will be on the back of the house where there already is an existing bump out. The addition will continue it out further. Pictures were shown to illustrate the description.
- There will still be a part of the deck in front of and on the side of the addition. They will bump that back bump out the 12 feet. [Demonstrated on the drawing].
- The new windows are Pella Architectural to match those in the house. It will have matching white siding. The shingles will match because the roof is carried through.

City Engineer's Comments (DiFranco):

None

Board Comments

(Smith) The deck will butt up against it? *Part of it will stay the same. This part will have a 12-ft portion cut out. It will have new supports and footer.* The brick will match? *Yes, everything will match.*

MOTION: John Lillich moved to approve the plans for the 12' x 17'3" Addition at 2901 Camelot Ct. as presented.  
Seconded by Mayor Weger  
Voice Vote: Ayes Unanimous.  
**Motion Passes: 4/0**

## **PLANNING COMMISSION**

### **Public Portion opened at 7:09 PM**

No Comments

### **Public Portion closed at 7:09 PM**

#### **1.) Robert Dodge**

Agent/Contractor: none listed.

**35955 Chardon Rd. – Lot Split – PPN: 31-A-011-A-02-033-0**

**35859 Chardon Rd. – Consolidation with the split - PPN: 31-A-011-A-02-032-0**

Plans received in Building Department 5/26/17

Plans received by City Engineer 5/26/17

Plans reviewed by City Engineer 6/9/17

Present: Leslie and Robert Dodge

#### **City Engineer's Comments (DiFranco):**

These are two existing parcels. Both parcels already have homes on them. The applicants are taking 2.4 acres from the rear of one parcel and add it to the other parcel. Both parcels currently comply with the Zoning Code. When it is complete, both parcels will still comply with the Zoning Code. Approval is recommended.

#### **Owner/Representative Comments:**

We are doing this to preserve the land. We want to see it from our window.

#### **Board Comments:**

(Lillich) This is straightforward with no complications.

**MOTION:** John Lillich moved to approve the Lot Split and Consolidation at 35955 Chardon Rd and 35859 Chardon Rd.

Seconded by Mayor Weger

Voice Vote: Ayes Unanimous.

**Motion Passes: 4/0**

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

None

## **MAYOR'S REPORT**

None

## **COUNCIL REPRESENTATIVE'S REPORT (Hallum)**

None

## **BUILDING COMMISSIONER'S REPORT**

None

## **CHAIRMAN'S REPORT**


None

BOARD MEMBER'S REPORT

Mr. Lillich passed out invitations from the Audubon Society of Greater Cleveland & the Western Reserve Land Conservancy to the Members of the PCABR to attend the Ceremony to celebrate and recognize the addition of 80 acres to the Hach-Otis Sanctuary at 2685 Dodd Rd., Willoughby Hill on Tuesday, July 11, 2017 at 3:30 PM.

MOTION: John Lillich moved to adjourn the meeting.  
Seconded by Mayor Weger  
Voice Vote: Ayes Unanimous.  
**Motion Passes: 4/0**

Meeting Adjourned at 7:13 P.M.

  
Katherine Lloyd, Clerk

  
Chairman  
7-6-17  
Date Approved